

Kickapoo Tribe In Kansas Job Description

Title: Nurse Case Manager / Diabetes Prevention Program

Position: Full Time / 32 hour

Location: Kickapoo Health Clinic

Supervisor: Health Clinic Director

POSITION SUMMARY:

Provide nursing care to patients as specified in the SDPI-Competitive Grant Program, Diabetes Prevention Program; and includes primary responsibility for providing outpatient nursing care and education to persons with pre-diabetes who receive their care at the Kickapoo Nation Health Center as well as other duties including supervising, planning and implementing community based diabetes prevention activities in accordance with grant directives.

Works collaboratively with the Project Director, Project Coordinator, and Lifestyle Coaches within the Haskell Consortium and is responsible for program compliance and monitoring for the Kickapoo Nation Health Center as a tribal sit. The Nurse Case Manager will be responsible for oversight of all SDPI CGP Diabetes Prevention Demonstration Project activities including, but not limited to, recruitment, screening, retaining, training, instructing, coaching, and counseling program participants. This position will ensure program goals are delivered in a timely manner and in compliance with DHHS/PHS/IHS and their respective health facility policies.

RESPONSIBILITIES:

1. Conducts nursing assessments and provides appropriate nursing care to all persons with pre-diabetes. Focus will be on persons who qualify and are participants in the DPP Intense Activity (16-week diabetes prevention curriculum.)
2. Provides diabetes prevention education to individuals and groups on all aspects of diabetes prevention in the clinic and community settings. Documents and educational assessments, topics covered and evaluation of the patient's understanding in the medical record. Uses teaching strategies that use a variety of approaches and methods, which incorporate adult learning theory.
3. Serves as a member of the Kickapoo Nation Health Center Diabetes Care Team to develop and implement a patient care plant that meets the IHS Diabetes Care Standards.
4. Evaluates educational and clinical outcomes and makes appropriate referrals.

5. Works with the Diabetes Prevention Program Team locally and with the Haskell Health Center to Develop and implement community based diabetes prevention programs including health fairs, educational activities and exercise programs.
6. Organizes patient education materials for use by health care professionals, patients and family members.
7. Maintains and orders medical supplies for DPP participants.
8. Utilizes plans, policies and objectives of the Kickapoo Nation Health Center and the Diabetes Prevention Program, the DSPI-CGP Diabetes Prevention Program Grant, IHS Diabetes Care Standards, and professional practice guidelines.
9. Travel to required continuing education programs and training in other locales including overnight travel as necessary.
10. Maintains professional registered nurse credentials through the current state licensing agency.
11. Provides supervision to local Diabetes Prevention Program staff including data technician and Lifestyle Coach.

QUALIFICATIONS:

- Unrestricted licensure in the state of Kansas, maintained at all times.
- Graduate of accredited nursing education program.
- Minimum one year of experience.
- Must hold a current and valid BCLS certification.
- Must have a current PPD.
- Current valid Drivers' License in state of residency.

KNOWLEDGE REQUIRED by the POSITION:

- Knowledge of basic nutrition principles.
- Knowledge related to the role exercise, physical activity and nutrition play in the prevention and treatment of diabetes.
- Knowledge of exercise leadership.
- Knowledge of educational concepts to promote behavior change.
- Knowledge of proper grammar, spelling, and punctuation for purposes of documenting observations and recording used in the provision of services.
- Knowledge of the regulations on confidentiality and patient eligibility.
- Familiarity with community resources.
- Ability to utilize a variety of computer software and applications.
- Ability to plan, coordinate, schedule and evaluate program activities within communities.
- Ability to communicate courteously and effectively with patients, their families, medical and administrative staff, health care professionals, and the general public.
- Ability to communicate both verbally and in writing.
- Ability to use a variety of audio-visual equipment.

Supervisory controls:

The Project Director, Project Coordinator, and CGP Coordinating Center staff defines the objectives, priorities, and deadlines for projects or assignments and assist the employee with unusual situations or problems that do not have a clear precedents. Work reviewed by supervisor (Kickapoo Nation Health Director) for overall program effectiveness in meeting grant objectives.

Guidelines: